

VILLAGE OF BREWSTER

BOARD OF TRUSTEES

July 18, 2012

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting at 7:30 PM on July 18, 2012 at Village Hall, 50 Main Street, Brewster, New York.

Attendees:

Mayor: James Schoenig

Deputy Mayor and Trustee: Christine Piccini

Trustees: Tom Boissonnault, Terri Stockburger, Mary Bryde

Village Engineer: John Folchetti

Village Counsel: Anthony Molé,

Clerk & Treasurer: Peter Hansen

Village Police: John Del Gardo

Absent:

Pledge to flag.

Notation of Exits

Mayor Schoenig motions to open the regular meeting, Trustee Stockburger 2nd all in favor 5 to 0.

1. Proposed Traffic Fine Schedule changes – Judge O’Rourke briefed the Board on FBS recommendations for changes to the fine schedule to more closely match other municipalities and state schedules. The proposed fine schedule includes some notable changes; 1. Restricted parking to go to \$230 per violation, 2. Expired inspection, if more than 60 days then the fine is greater, expired meters will remain at \$25.00, within 15’ of a fire hydrant to go to \$100. These noted changes may or may not capture all the changes proposed. Please see the actual schedule for details on each offense. Trustee Bryde asks if FBS has begun collections yet. Judge O’Rourke said the target is late August to early September. Right now we are working on revising our parking tickets and this new fine schedule is part of that process. Deputy Mayor Piccini motions to set a public hearing on August 1, 2012 7:30PM 50 Main St. Brewster New York, 10509 regarding the revised fine schedule and any local laws that need revision, Mayor Schoenig 2nd all in favor 5 to 0.
2. Telephone, reduced cost contract – Cornerstone v. Broadview – Stephanie Goontz provided an overview of Cornerstone and the proposed contract under consideration with a 1, 2, and 3 year option – 2 year option includes 1st month no charge, 3 year contract includes 1st and 13th month at no charge plus the contract pricing is at least 14% less than current provider Broadview. Broadview was asked to re-bid but did not provide any pricing despite three requests. Trustee Stockburger motions to authorize Mayor Schoenig to sign a 3 year contract as presented subject to counsel review, Deputy Mayor Piccini 2nd all in favor 5 to 0.
3. Fuente de Gracia parade/street closure permit – Pastor Richard Skjerl provides information on the plans for the annual anniversary celebration at the church. Mayor Schoenig motions to authorize the Police & DPW to close a section of Marvin Ave. in front of 2 Marvin Ave. on 8/5/12 from 9AM to 10PM, leaving access to the Green Lot, waiving fees, Trustee Bryde 2nd all in favor 5 to 0.
 - 3.1. Mr. Skjerl would like to change the use of the building and would require interior renovations which in turn will require a special use permit. Mr. Skjerl asks for a description of the process to apply for a Special Use Permit. Code Enforcement Officer Mr. Hernandez provided Mr. Skjerl with the section of Village Code for review. Counsel advises Mr. Skjerl to submit a letter of intent to the Board of Trustees with as many details as possible, asking for a waiver from those things not required, submit letter to Clerk for distribution. First work with the CEO who will review submittal before submission to Board of Trustees with fee.
4. Monthly Reports
 - 4.1. Code Enforcement Report - Joe Hernandez provides the monthly report. – Mayor Schoenig motions to accept the June Code Enforcement Report, Trustee Boissonnault 2nd all in favor 5 to 0.
 - 4.2. Engineer’s Report – John Folchetti delivers the Engineer’s report – Trustee Stockburger motions to accept the Engineer’s Report, Trustee Bryde 2nd all in favor 5 to 0.
 - 4.2.1. Engineer Folchetti will provide a 2” stub for water at 544 N. Main at no cost to the village

4.2.2. Engineer Folchetti relays a request from Warex Terminals to discharge filtered and tested clean ground water recovered during in-village excavation into our sewer system. After assurances that the water would be free of contaminants, Deputy Mayor Piccini notes the sewer use fee of 1.44 cents per gallon would need to be collected.

- 4.3. Police Report - Chief Del Gardo delivers the monthly report – Deputy Mayor Piccini motions to accept the June Police Report, Trustee Boissonnault 2nd all in favor 5 to 0.
- 4.4. Planning Board Report Rick Stockburger said the Planning Board did not meet in June. July 10th report: - Mayor Schoenig motions to accept the July 18th Planning Board Report, Trustee Stockburger 2nd all in favor 5 to 0.
5. 544 N. Main – Engineer Folchetti will provide a 2” stub off the main for water. Mr. O’Donnell will provide all interior plumbing for both the water and sewer connections. There is no cost to the Village for this solution.
6. Pattern for Progress proposal – The School District appears to be on board with their portion of the report and responsibility for the Garden St. School. The Village Board of Trustees is pleased that the School District is working with us. Deputy Mayor Piccini motions to authorize the Mayor to sign the PFP proposal as it stands now with the GSS first on the schedule. Trustee Boissonnault 2nd all in favor 5 to 0.
7. Filming at 208 Main – Trustee Stockburger motions to approve the use of 208 Main for filming on July 31st with no interruption to daily operations at the location, Trustee Bryde 2nd all in favor 5 to 0.
8. Correspondence sent-received for June, 2012 – Mayor Schoenig motions to accept the June Correspondence, Deputy Mayor Piccini 2nd all in favor 5 to 0.
9. Minutes for approval – June 20, 2012 – Trustee Bryde motions to accept the June 20, 2012 Minutes, Trustee Boissonnault 2nd all in favor 5 to 0.
10. Vouchers Payable FY2013 – Trustee Bryde reviewed the vouchers and found everything in order.

10.1. A	General	\$105,928.37
10.2. EN	Engineering Escrow Professional Fees	593.75
10.3. F	Water	8,371.69
10.4. G	Sewer Operations	55,827.29
10.5. H05	Village Office move BAN	80,000.00
10.6. H61	Wells Brook Retrofit	11,929.41
10.7. H62	Tonetta Brook Retrofit	34,232.41
10.8. TA	Trust and Agency	5,022.25
Total Vouchers Payable		\$301,905.17

Mayor Schoenig motions approve vouchers payable for FY 2013, Deputy Mayor Piccini 2nd all in favor 5 to 0.

11. Vouchers Payable FY2012

11.1. A	General	\$800.00
Total Vouchers Payable		\$800.00

Mayor Schoenig motions approve vouchers payable for FY 2012, Deputy Mayor Piccini 2nd all in favor 5 to 0.

12. Other Business

- 12.1. Deputy Mayor Piccini annual update report filing date extension. Clerk advises we are unable to meet the July 31st deadline due to resource constraints and has applied for a 60 day extension with the intention to file as quickly as possible.
- 12.2. Trustee Stockburger advises the banners and brackets have been delineated for 6 utility poles and will be put up as quickly as possible. Additional locations still need to be identified.
- 12.3. Trustee Bryde is frustrated we are putting off NY Alert again. August 1st or the 15th are the next targeted possibilities for Tom Lannon’s presentation. Also, is UCP coming in? Trying to set it up for August 1st.
- 12.4. Trustee Bryde asks about the building permit allowance for grant applications. Mayor Schoenig says Connie Fagan has asked us to consider expanding applicability.
- 12.5. Trustee Bryde asks about the status of the streetlight removal. NYSEG is waiting for the check which is part of vouchers payable this evening. Once they have payment they are supposed to begin removal.
- 12.6. Trustee Bryde asks about Bob Dumont’s update on the film festival. Seems to be on track.
- 12.7. Trustee Bryde asks about the summer intern funded by PCAP. She is working out well.

- 12.8. Trustee Boissonnault wants to get the debris removed from the roadway at the Carmel Ave. bridge. Mayor Schoenig will ask DPW to address the situation. Trustee Boissonnault also reiterates his request for the street-sweeper for use on village streets.
13. New Business
- 13.1. Mayor Schoenig notes that Putnam County Bureau of Emergency Services sent out a notice on NO OUTSIDE BURNING from now through October 2012.
- 13.2. Mayor Schoenig notes we have received an offer by an as yet unnamed donor to buy cameras and install them at the Police Department inside and outside. Estimate of contribution is \$2,000.
- 13.3. Mayor Schoenig notes the Fireman's Parade is Wednesday 7-25-12.
14. Public Comment
- 14.1. Rick Stockburger wants to know the status of the letter to outside water users. Board will discuss with Counsel in Executive Session as it involves potential litigation.
15. Mayor Schoenig motions to go into Executive Session to discuss potential litigation, Deputy Mayor Piccini 2nd all in favor 5 to 0. Mayor Schoenig motions to come out of Executive Session, resume the regular meeting and adjourn, Trustee Stockburger 2nd all in favor 5 to 0.

Monthly Reports:

June 2012 Code Enforcement Report



VILLAGE OF BREWSTER

50 MAIN STREET
BREWSTER, NY 10509
(845) 279-3760

SUMMARY REPORT

Fees

Safety Inspection:	400.00
Property Registration:	30.00
Building:	1,220.00
Planning Board Fees:	600.00
<u>Zoning Board Fees:</u>	<u>0.00</u>
Total for June:	\$2,250.00

Permits:	5
Sign Permits:	0
Field Inspections	3
Fire & Operating Permit Inspections	24
Certificates Issued	8
Pending or Open w/Order to Remedy:	6
Violation Resolution	3
Appearance Tickets	0
Property Registration Pending:	31
Operating Permit Issued:	2
All Pending Inspections:	1

Village of Brewster Planning Board Report
David P. Kulo Jr.
Chairman

To James Schoenig, *Mayor*
Christine Piccini, *Trustee, Deputy Mayor*
Mary Bryde, *Trustee*
Teresa Stockburger, *Trustee*
Tom Boissonnault, *Trustee*
Peter Hansen, *Clerk & Treasurer*
Anthony Mole, *Counsel*

Regular Meeting June rescheduled on July 10, 2012

New Business:

220 East Main Street. Mr. Watson, engineer for DJ & NA Management, discussed new application to remedy traffic and parking on site per court decisions. In summary, the number of parking spaces will be 42, down from 48. No variance was needed by ZBA.

The Planning Board requested if there is a copy of deed showing a 15 foot restriction line. Also, commercial driveway under code is 20 feet wide. Court decree said it should be 17 foot wide – the Board had no problem with this.

A public hearing would be planned for August 28, 2012.

35 Main Street. Mark Anderson, avoiding a conflict of interest, recused himself. Mr. Nixon discussed change of use plans for the second floor of building, from office to 1 bedroom apartment. No structural changes other than new windows. However, this change would make the property more nonconforming and thus, a variance would be required.

Planning Board noted an additional parking space would be required. There was no definitive answer from Mr. Nixon or Mark Anderson and recommendation was made for applicant to address the parking issue.

David Kulo
Chairman, Planning Board
July 18, 2012

**VILLAGE OF
BREWSTER POLICE
DEPARTMENT
MONTHLY REPORT**

JUNE 2012

**POLICE CHIEF
John Del Gardo
Carmin Drogo**

VILLAGE OF BREWSTER POLICE DEPARTMENT

MONTHLY REPORT

TO: Mayor James Schoenig - Board of Trustees
FROM: Police Chief John Del Gardo
RE: Monthly Report June 2012

TICKETS

Uniform Traffic Tickets:	149
Parking Tickets:	100
Local Ordinance:	3
DOT Tickets:	54

TOTAL TICKETS	306
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TAXI INSPECTION	64
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ARRESTS

Croston	Suspended	VTL-512
Caban	Suspended	VTL-512
Caban	Suspended	VTL-512
Oddo	Suspended	VTL-512
Oddo	Suspended	VTL-512
Oddo	Tresspass	140.05
DelGardo	Harassment	240.26

TOTAL ARRESTS	7
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SECURITY VISITS PATROL

Sewer:	123
Water Tank:	109
Well Field:	59

SECURITY VISITS	291
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FOOT PATROL HOURS

Main Street:	85
M.T.A Station:	58
Residential:	29

TOTAL HOURS	172
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Administration:	30
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911 CALLS	55
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Walk in-Pickup Compls	84
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Court Hours	Village	24
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Court Hours	S.E.	68
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VEHICLE

Repairs:	\$518
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MILEAGE

7K-245	1469
7K-246	884
7K-243	14
DWI	0

Mileage Total:	2367
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Fuel:	324 Gallons
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PARKING ENFORCEMENT

P.E.O Stockburger -	Hours:	27
	Tickets:	40

P.E.O. Gianguzzi -	Hours:	17
	Tickets:	8

(Officers in-station with reports)

(Security Detail) 2 Officers

(Security Detail) 2 Officers

911 DISPATCHED CALLS – 55

AIDED CASE – 10

EDP – 2

VEHICLE ACCIDENT – 10

DISPUTE – 9

DOMESTIC DISPUTE - 1

911 HANG UP – 3

SUSPICIOUS VEHICLE – 2

HARASSMENT – 1

NOISE COMPLAINT – 2

STOLEN VEHICLE – 1

DISORDLEY PERSON – 2

FIGHT – 1

LARCENY – 2

PERSON ON ROOF – 1

MISSING ADULT – 1

RINGING ALARM – 1

TRANSFORMER FIRE – 2

PERSON ON TRAIN TRACKS – 1

WELFARE CHECK – 1

LOOSE DOG – 1

TRAFFIC LIGHT OUT – 1

VILLAGE OF BREWSTER POLICE

SELECTIVE TRAFFIC ENFORCEMENT

JUNE 2012

STOP SIGN – 18

SPEED – 20

CELL PHONE - 12

SEAT BELT – 10

D.O.T. TRUCK ENFORCEMENT – 54

VTL ARRESTS – 5

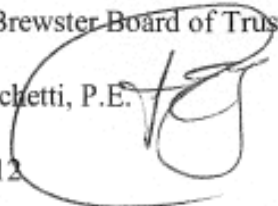
RED LIGHT – 1

TOTAL – 120

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 1 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / GENERAL CONSULTING AND ENGINEERING		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer=s Contract and Scope of Work including☺	
a.	Activities completed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • Met with owner 544 North Main Street with Village counsel. • Parking garage committee met twice – memo attached • Warex submitted request to discharge dewater effluent from Main Street gulf station to wastewater collection system – emailed to Peter Hansen.
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Install 2" water line @ 544 North Main Street.

MEMO TO: Village of Brewster Board of Trustees
FROM: John E. Folchetti, P.E. 
DATE: July 18, 2012
SUBJECT: **WASTEWATER FLOW CONTRIBUTION
FROM REZONED PARKING GARAGE**

1. Pursuant to direction given by the Board at the June 6, 2012 meeting, the committee, comprised of Deputy Mayor Piccini, Trustee Boissonnault and myself, met on June 12 and 26.
2. Background review included: Survey map of the Parcel/ D Warne 27 July 2007 identification of submittal requirements/VOB 6 Sep 2007 submittal/P Lenz 26 Jan 2012 requirement for re-submittal/B Howells 2007 floor plan & elevations for parking facility.
3. Review of wastewater flow history to our plant (flows in 1000 GPD):

Year	High	Low	Avg
09	176	125	144.9
10	150	117	125.6
11	167	103	140.3
12 (YTD)	136	118	123.6

Our permitted discharge is 240,000 GPD as a 30 day average. Under this condition, the average daily flow for 30 days cannot exceed the permitted flow without violating the permit. JRFA's normal recommendation is to reserve 10% of the permit number....do not permit new construction to get beyond 90% of the permitted flow so as to be able to treat the high days without violating the 30 day average. A review of our ratio of high months to average months indicates that we are closer to 20%. Consequently, we should consider our available approvable capacity as up to 192,000 GPD. A review of our average monthly flows over the past 3 full years (2009, 2010, 2011) shows this to be 137,000 GPD, leaving us 55,000 GPD as excess approvable capacity. This allows for up to 40% increase in our current flow.....the Village could increase up to 40% in other words.

The Garden Street School has historically contributed approximately 2,300 GPD as part of this average. While the Brewster Central School District future use of this facility is in question, we can reasonably estimate that the highest intensity water use would most likely occur under a redevelopment scenario in the existing structure of 100% residential use (see below for NYSDEC standards that form the basis for this estimate). At 60,000 SF, assuming 100% residential use, we offer the following estimate:

1. Assume residential redevelopment;
2. Zoning is R-20, max density in R-20 is 2.5DU/acre;
3. The GSS site is approximately 10 acres (zoning maps show it to be 2 lots; both lots and the driveway total 9.85 ac)
4. $10 \text{ acres} \times 2.5 \text{ DU/Acre} = 25 \text{ units}$
5. 25 units split (approximately) evenly gives 13 2BR & 12 3BR; $(13 \times 300\text{GPD}) + (12 \times 400\text{GPD}) = 8,700 \text{ GPD}$

We conclude that under a high intensity water consumption scenario that future flows from this structure could generate an additional 6,400 GPD (8,700 – 2300 existing) of flow to the WWTP. This additional flow would then consume approximately 12% of our existing excess capacity, leaving 46,300 GPD available for additional development.

4. NYSDEC Standards for wastewater design flows are as follows:

Commercial dry use (office/retail in our applications): 0.10 GPD/square foot

Residential: 2 BR: 300 GPD; 3 BR: 400 GPD (I used 450 last evening)

Draft revisions of these standards are currently out for comment. They appear to be slightly less stringent, but are not the official standards at this time and therefore are not recommended for use (yet).

Brian Howells' parking submittal to DEP showed a 25,000 SF footprint; in the absence of another proposal and in the interest of not complicating things with DEP, I recommend we stick with this footprint.

5. We developed four courses of action, but upon further review and in consideration of what our zoning allows, I have modified them slightly. In view of the fact that our zoning limits height to 4 stories absent parking within the structure, and that the parking within the structure will add no significant flow to the total contribution from the structure, all COA's simply reflect the use of floor space as it may generate wastewater, as follows:

COA 1: 4 stories, 100% commercial: $25000\text{SF} \times 4 \times 0.10 \text{ GPD/SF} = 10,000 \text{ GPD}$

COA 2: 4 stories, 100% residential, estimated at 1500SF/dwelling, 50% 2 BR, 50% 3 BR:
 $100,000/1500 = 66 \text{ units}; (33 \times 300) + (33 \times 400) = 23,100 \text{ GPD}$

COA 3: 4 stories, 50% commercial and 50% residential: each is 50% of the calcs in
COA 1&2 respectively, so $5000 + 11550 = 16,550 \text{ GPD}$

COA 4: 4 stories, 25% commercial and 75% residential:

Commercial flow estimate: $(25,000\text{SF} \times 0.1 \text{ GPD/SF}) = 2500 \text{ GPD}$

Assume an equal split between 2 & 3 BR units: 75,000 SF/1500SF/Unit = 50 Units
50 units split evenly gives 25 2BR & 25 3BR; (25 x 300GPD)+(25 x 400GPD) =
17,500 GPD

Total COA 4 flow estimate: 2500 GPD + 17,500 GPD = 20,000 GPD

We recommend that the response to the NYCDEP requesting identification of the wastewater flow that could be generated from the site be set at a maximum of 20,000 GPD.

1. <u>GENERAL INFORMATION</u>		
Report No:	1 of 2012	Date: 7/18/12
		Contract No:
Facility Name: VOB / COLLECTION SYSTEM AND POTABLE WATER SYSTEM		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer=s Contract and Scope of Work including:)	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> Spill on Marvin Ave @ Pump station on 6/21/12 Electric snake cleared the manhole Large grease load
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> Inspect Marvin Avenue manholes Recommend commence jetting procedures



WAREX TERMINALS CORPORATION

P.O. Box 488, Newburgh, N.Y. 12551
(845) 561-4000

July 16, 2012

John E. Folchetti, P.E.
J. Robert Folchetti & Associates
31 Sodom Road
Brewster, New York 10509

RECEIVED

JUL 16 2012

J. ROBERT FOLCHETTI
& ASSOCIATES

RE: **Peaceable Gulf Service Station**
174 East Main St
Brewster, NY 10509

Mr. Folchetti:

In response to our meeting on June 20, 2012, this letter is to ask permission to discharge treated groundwater into the Village of Brewster's municipal sanitary sewer system during our underground storage tank (UST) replacement project at the above referenced property. A summary of the UST replacement project is listed below:

- The current single wall steel gasoline USTs will be removed from the subsurface
- Shoring will be installed to secure the surrounding soils for installation of the new USTs
- Soils will then be excavated and loaded in to truck for proper disposal at a licensed facility
- During the soil excavation process, it will be necessary to remove groundwater. The groundwater will be pumped from the excavation and held temporarily in a 20,000 gallon frac tank.

Warex Terminals Corporation is requesting for permission to treat the groundwater held in the frac tank and then discharge into the Village of Brewster's municipal sanitary sewer system. The groundwater would be treated via sediment filters (20 micron) and then through two (2), 1000 pound activated carbon vessels. Maximum flow rate would be at 25 gallons per minute. Discharge would only occur when frac tank was exceeding capacity.

Groundwater Environmental Services, Inc. (GES) collected groundwater samples on June 29, 2012 from groundwater monitoring wells (MW-3 and MW-4) adjacent to the existing USTs and in the area of the proposed excavation. The samples were analyzed within applicable holding times for the NYSDEC STARS Memo #1 list of VOCs by Environmental Protection Agency (EPA) Method 8260, plus Methyl Tertiary

Butyl Ether (MtBE). No VOCs were detected in the samples collected in the June 29, 2012 event. The analytical results are attached with a corresponding site plan.

GES will monitor the system during discharge and collect discharge samples during operation. The discharge samples will be collected for NYSDEC STARS Memo #1 list of VOCs by EPA Method 8260, plus MtBE. Discharge into the sanitary sewer system will meet NYSDEC Drinking Water Standards.

This project is anticipated to start in 3 to 4 weeks and I would appreciate if you can decide whether approval will be granted. If you have any further questions or comments regarding this information, please do not hesitate to contact me at 845-238-7354.

Warex Terminals Corporation

A handwritten signature in black ink, appearing to read "Eric Harvey", written over a horizontal line.

Eric Harvey

Mid-Atlantic Environmental Remediation and Compliance Manager

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 7 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / WASTEWATER TREATMENT PLANT		
2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer=s Contract and Scope of Work including:)		
a. Activities completed this month (attach additional pages as needed)		
<ul style="list-style-type: none"> • Plant flows averaged 128,000 month of June • Genserve completed preventative maintenance service at Carmel and Putnam Avenue pump stations on 6/22/12 • RBC A-Frame repair work has been rescheduled with Darlington Equipment Corp., Darlington is fabricating replacement A-Frame assemblies, field replacement work tentatively scheduled for mid-August. • Siemens was on-site (6/26) to troubleshoot frequent circuit breaker trips at main distribution switchboard. Setting on circuit breaker DSI-4 were adjusted, STES to monitor. Additional investigation work and coordinated adjustments to all distribution may be required if problem persists. • Genserve repaired automatic transfer switch at the Route 22 pump station which was damaged during the storm on 6/25/12 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> • STES and JRFA are evaluating recommendations for updating the Chemical Bulk Storage system at the WWTP made by CJS Engineering. • Continue adjusting and evaluating sludge thickening process • Gear boxes for mechanical mixing units installed in rapid mix tank and thickener have been ordered, awaiting shipment. 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> • Implement aerobic digestion of sludge in Equalization Tank chamber to reduce the volume of sludge transported off site • Continue ordering equipment and materials for scheduled preventive and corrective maintenance work. • Investigate the installation of a gravity pipe system to direct additional balance water (secondary effluent) to the thickener to improve sludge thickening operation • Begin installing new CMF membrane modules • Establish a maintenance schedule for cleaning collection system piping. • JRFA & STES to investigate possible equipment retrofits and operational modifications to reduce peak electrical power demand 		

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 7 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / Wells Brook Stormwater Retrofit Project		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :)	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Final Design Phase Ongoing • Revised basin sizing based on NYSDEC wetland comments • Conducted soil sampling on May 22, 2012 • Conduct SWPPP Pre-application meeting with NYCDEP on 6/27/12
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue with preparation of Design Documents • Continue preparing detailed Technical Specifications • Evaluate lab results for soil samples collected. • Coordinate soil disposition / re-use methods with NYCDEP and NYSDEC
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Submit Engineering Report including Stormwater Pollution Prevention Plan (SWPPP) and Stream Crossing, Piping and Diversion Permit to NYSDEC and NYCDEP • Revise SWPPP to reflect revised detention basin plan. • Coordinate final wetland permit application requirements with NYSDEC.

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 7 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / Tonetta Brook Tributary Stormwater Retrofit Project		

2.	ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :)
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Final Design is ongoing • Scheduled Project Review meeting with NYCDEP to discuss SEQRA comments and to review pending soil sampling program • Coordinated with NYCDEP and Verizon for survey of buried telecommunication lines marked out by Verizon • Conducted soil sampling pursuant to discussions with NYCDEP on May 23, 2012 • Revised detention basin layout pursuant to discussions with NYCDEP and Town of Southeast
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue with preparation of Design Plans • Continue preparing detailed Technical Specifications • Continue preparing Article-24 Freshwater Wetland Permit to be submitted to NYSDEC • Evaluate laboratory testing results for soil samples collected. • Coordinate soil disposition/re-use methods with NYCDEP and NYSDEC. • Continue preparing SWPPP Report.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Submit Stormwater Pollution Prevention Plan (SWPPP) to NYSDEC • Submit Article-24 Freshwater Wetlands Permit to NYSDEC

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 7 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / SAFTEA LU SIDEWALK		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:)	
a.	Activities completed this month (attach additional pages as needed):
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> Responding to comments received from the NYSDOT on December 22, 2012 2011
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> Meet with NYSDOT representatives per comment letter of December 22, 2012 2011 Resubmit Engineering Report to NYSDOT Begin design of SAFTEA-LU Project upon NYSDOT approval

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 7 of 2012	Date: 7/18/2012	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :)	
a.	Activities completed this month (attach additional pages as needed):
•	Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the number of cubic yards of sand cleaned up throughout the Village
•	Provided stormwater educational outreach literature to the Village Clerk
b.	Status of activities in progress this month (attach additional pages as needed):
•	Expect 2 nd round of DEC Audit.
c.	Activities scheduled (attach additional pages as needed):

Good Cleaning Practices to stop stormwater pollution.

For the Environmentally Responsible Restaurant

Our actions within our watersheds have a direct impact on our rivers and streams. These Best Management Practices help prevent pollution from going down the storm drains and into our rivers.

Nuestras acciones dentro de nuestras cuencas tienen un impacto directo en nuestros ríos y arroyos. Estas mejores prácticas de mantenimiento ayudan a prevenir que la contaminación entra en los desagües y en nuestros ríos.



Pour washwater into a utility sink or curbed cleaning facility with a floor drain. Don't pour it out onto a parking lot, alley, sidewalk or street.

Vierta el agua de lavado en un fregadero de servicio o en una instalación de limpieza con bordillo y drenaje en el piso. No la vierta en el área de estacionamiento, pasillos, aceras ni en la calle.

Use dry methods for spill cleanup (sweeping, cat litter, etc.) Don't hose down spills.

Use métodos secos para limpiar los derrames (escobas, aserrín de los gatos, etc.). No utilice mangueras para limpiar los derrames.



Clean floor mats, filters and garbage cans in a utility sink or curbed cleaning facility with a floor drain. Don't wash them in a parking lot, alley, sidewalk or street.

Limpie los tapetes del piso, filtros y recipientes de basura en un fregadero de servicio o en una instalación de limpieza con bordillo y drenaje en el piso. No los lave en el área de estacionamiento, pasillos, aceras ni en la calle.

Recycle grease and oil. Don't pour it into sinks, floor drains, or onto a parking lot or street.

Recicle grasa y aceite. No los arroje en lavaderos o desagües de piso ni en estacionamientos o calles.

Keep dumpster area clean and lid closed. Don't fill it with liquid waste or hose it out.

Mantenga el área alrededor del basurero limpia y la tapa cerrada. No lo llene con desperdicios líquidos ni utilice la manguera.



Clean Rivers Start Here. Los ríos limpios empiezan aquí.

Renew Our Waters

Every choice counts.

Village of Brewster

50 Main Street
Brewster, NY
10509

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